



## *Foresthill Fire Protection District*

*P.O. Box 1099 Foresthill, CA 95631*

*Office: (530) 367-2465 Fax: (530) 367-3498*

*[www.foresthillfire.org](http://www.foresthillfire.org)*

**DISTRICT BOARD**  
**CHRIS REAMS**  
**PRESIDENT**  
**KEVIN GREENE**  
**VICE PRESIDENT**  
**WALTER REED**  
**DIRECTOR**  
**RICHARD ARTHUR**  
**DIRECTOR**  
**TYLER HARKNESS**  
**DIRECTOR**

### Minutes of Regular Board of Directors Meeting

Thursday, November 3, 2016

Foresthill Fire Protection District Administration Office

24320 Main St.

Foresthill, CA 95631

Video Available at: <https://vimeo.com/190282203>

President Chris Reams called the meeting to order at 6:00 p.m.

**Directors in Attendance:** Chris Reams, Richard Arthur, Kevin Greene, Walt Reed and Tyler Harkness.

**Directors Absent:** None

**Staff in Attendance:** Chief Gow, Captain Drone and Secretary Metz.

**Approval of Agenda:** Director Arthur made a motion to approve the agenda as presented. Director Harkness seconds the motion.

Motion carries.

**Public Comment:**

- None

**Approval of previous Meeting Minutes:**

Director Reed made a motion to accept the minutes of the September 1st regular meeting as presented. VP Greene seconds the motion.

Motion carries.

**Approval of Expenses:**

VP Greene made a motion to accept the October financial report as presented. Director Reed seconds the motion.

Motion carries.

**Fire Chief Operations Report:**

Chief Gow reported the following items:

- We had a vehicle accident last night. Drone, Hernandez, Bowers and Kaiser responded. Drone saved the victim's life by putting in a chest tube. Chief is very proud of the way they all performed their jobs. This is a prime example of why we need experienced people working in Foresthill.
- Jelle is still working on the BA grant. It should be wrapped up by 11/18.
- We're still working on the map tool project.

- Placer Hills sent recruitment notices to the regional fire academy for both PH and FH.
- Placer Hills has hired a consultant to find a new Chief.

**Action Items:**

1. Adopt the following policies:

5-002 Overtime

5-003 Compensation

5-007 Vacation

5-016 Health & Welfare Benefit

- a. Chief Gow reported that 5-007 and 5-016 have already been approved by the Board and should not have been put on the agenda. 5-002 and 5-003 still need more work, but should be ready for approval next month.
  - b. President Reams and VP Greene suggested that this item be tabled until next month.
2. Adopt *Contract for Chief and Administrative Services* with Placer Hills Fire Protection District.
    - a. Resident, John Michelini stated that the contract does not indicate that FH isn't getting 50% of the Chief's time since we are sharing him with Newcastle also.
    - b. VP Greene made a motion to approve the contract as presented. Director Arthur seconds the motion.
      - i. Motion carries (5-0).
  3. Staff request to modify prerequisites for the hiring of Part Time and Lieutenant Positions, effective for current hiring only.
    - a. Chief Gow stated that we have (2) in-house applicants for the Lieutenant's position. Both are well qualified, but both are missing a few classes.
    - b. President Reams would suggest making the position temporary. The appointee would have to complete their classes within (6) months. At that time, they would be made permanent.
    - c. Resident, John Michelini suggested that instead of a temporary position, that the appointee could work out of class for the (6) months until the classes are completed.
    - d. VP Greene likes the out of class option.
    - e. VP Greene made a motion to reject the request by Chief Gow to modify the prerequisites, but would approve the use of *Out of Class* status for (6) months. Director Harkness seconds the motion.
      - i. Motion Carries

4. Approve re-scheduling the regular board meetings to the 2<sup>nd</sup> Thursday of each month beginning in January, 2017.
  - a. Director Harkness made a motion to change the regular board meeting to the 2<sup>nd</sup> Thursday of each month beginning with the December, 2016 meeting. It will be held on December 8<sup>th</sup>. Director Arthur seconds the motion.
    - i. Motion Carries.
5. Per Board Bylaw 5.1: Election of Board Officers, President and Vice-President. Term of office is December 1, 2016 – November 30, 2018.
  - b. VP Greene made a motion to table this item until after the election. Director Reed seconds the motion.
    - i. Motion Carries.

**Discussion Items:**

1. Placer County Consolidation Study
  - a. Proposition 172
    - i. No report.
  - b. Middle Fork
    - i. No report.
2. Newcastle FPD request for Administrative Services from Placer Hills FPD.
  - a. No report
3. Revise AP#119 Scheduling.
  - a. Chief Gow was instructed to put this item as an action in December.

**Reports:**

1. Finance Committee (Reams/Greene)
  - a. President Reams reported that the committee met and did a quarterly budget review. There is approximately \$65K in additional Strike Team revenue coming. The committee doesn't have any recommendations for the full board at this time.
2. Firefighter's Association:
  - a. A \$600 donation was made to a local Boy Scout for his Eagle project.
  - b. A "proof of concept" MDT was purchased for \$1400. LT. Reams is championing that project.
  - c. The annual Holiday/Awards Dinner will be December 3<sup>rd</sup>. Captain Drone and Engineer Jelle are in charge of it.
  - d. The 2017 Association Officers are:
    - i. President, Mondo Hernandez

- II. VP, Eric Reams
- III. Treasurer, Patrice Metz
- 3. EMS Operations Report/Deputy Fire Marshal Duties
  - a. 69 Calls in October
    - I. 48 Medical
      - 11 Non Transport
    - II. 1 Vehicle Fire
    - III. 2 Veg Fire
    - IV. 3 Public Assist
    - V. 1 Structure Fire
  - b. Out of Area Calls
    - I. 1 MVA
    - II. 1 Medical
    - III. 1 Veg Fire
  - c. Average Response Time: 5m 30s.
- 4. Prevention
  - a. 4 Hydrant Flow Tests
  - b. 4 Defensible Space Inspections
  - c. 1 LP Underground Tank Inspection
- 5. Foresthill & Iowa Hill Fire Safe Council Report:
  - a. None
- 6. **Director's Reports**
  - a. Reams
    - I. None
  - b. Greene
    - I. None
  - c. Reed
    - I. None
  - d. Arthur
    - I. None
  - e. Harkness
    - I. Called FPPC regarding the use of an FFPD ambulance photo on his campaign signs. FPPC said it isn't a problem as far as their concerned.
      - Chief Gow stated that he had asked the district's attorney about it. She said that a generic ambulance or engine isn't a

problem, but using a district vehicle could be construed as an endorsement by the district. The board could make a statement in open session that they do not support any candidate.

**Correspondence:**

None

**Old Business:**

None

Meeting adjourned at 7:13 p.m.

**John Michelini showed the Blue Ribbon Advisory Committee presentation to the full board and the public.**

**NEXT MEETING: THURSDAY, DECEMBER 8, 2016**  
**6:00 P.M.**

Respectfully Submitted:



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Patrice Metz, Board Secretary